

P3 Workgroups Action Item List

7/14/00

Workgroup	Action Item	Assigned To	Due Date	Date Closed	Summary of Resolution
Performance Measures	Create documents resulting from Friday 7/14 Workgroup Meeting at P3 Conference: Meeting Minutes; Action Item List; Agenda for 7/19 Meeting; Outline Agenda for Meetings 2-5	Mike Kaweck	7/17/00		
Performance Measures	Collect and distribute (email) Federal Performance Measures legislation	Mike Kaweck	7/17/00		
Performance Measures	Collect and distribute (email) State Performance Measures legislation	Susan Green	7/17/00		
Performance Measures	Read Federal and State legislation	All	7/19/00		
Performance Measures	Summarize performance measures legislation; Highlight mandatory PM's	Nancy Melton	7/19/00		
Performance Measures	Prepare list of participating organizations	John Braun & Michael Coleman	7/19/00		
Performance Measures	Prepare list of statutory and regulatory data collection items (highlighting mandated items)	Nancy Melton & John Braun	7/19/00		
Performance Measures	Collect and summarize additional research and information	Lenny Goldberg & Ken Masuda	7/19/00		
Performance Measures	Review and distribute material relative to the purposes of PM's, including granularity of local agency perf. Reporting	Mica Bennett	7/19/00		
Performance Measures	Create a Flow Chart illustrating the reporting and distribution of PM data	John Braun	7/19/00		
Performance Measures	Schedule visit and presentation from Federal resource personnel for Mtg #2	Barb Saunders	TBD		
Performance Measures	Collect State-to-State Performance Measures comparison data	Barb Saunders	TBD		

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Performance Measures	Investigate the availability of State-Level Strategic Goals and their relationship to PM's	Mike Kaweck	7/19/00		
Performance Measures	Investigate the possibility for workgroup members getting reimbursed for travel to San Diego for a possible extra team meeting during the week of the NCSEA Conference	Mike Kaweck	7/19/00		
Performance Measures	Check personal calendars for availability for a possible extra team meeting during the week of the NCSEA Conference (7/30 – 8/3)	All	7/19/00		
Performance Measures	Solicit input from Customer Service workgroups – insight into the issues they feel are important; possible measurable Customer Service data points – to aid in recommendations for establishment of Customer Service PM's	Mike Kaweck	7/19/00		